

FOOTPRINTS WOMEN'S CENTRE

(INCORPORATED UNDER GUARANTEE)

Registered Number: NI36140

REPORT AND FINANCIAL STATEMENTS FOR THE

YEAR ENDED 31 MARCH 2008

DEPARTMENT OF ENTERPRISE TRADE AND INVESTMENT

1 6 OCT 2008

POST RECEIVED COMPANIES REGISTRY

MTMcLaughlin & Co Chartered Accountants and Registered Auditors 8 Royal Lodge Road BELFAST BT8 7UL

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2008

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FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2008

Directors Report

The directors present their report and financial statements for the year ended 31 March 2008.

REFERENCE & ADMINISTRATIVE DETAILS

Charity Reference Number

XR37958

Known as

Footprints Womens Centre

Registered Office

84a Colinmill,

Belfast

BT17 0AR

Tel: 028 9092 3444 Fax: 028 9092 3445.

Trustees and Directors

The directors set out below have held office during whole of the year from 1 April 2007 to 31 March 2008 unless otherwise stated:

Margaret Boyle Ursula Carberry Bernadette Donaghy Bernadette Devlin

Claire Ferris

Treasurer

Patricia Firth Mary Fox

Isobel Loughran

Chairperson

Bernadette McConnell

Mary McNeill Joy Poots

Secretary

Patricia Firth

Centre Manager

Gillian Gibson

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2008

Auditors MT McLaughlin & Co

8 Royal Lodge Road

Belfast BT8 7UL

Bankers Northern Bank Ltd

125a Andersonstown Road

Belfast BT11 9BT

Solicitors Edwards & Co

28 Hill Street

Belfast BT1 2LA

STRUCTURE, GOVERNANCE AND MANAGEMENT

Footprints Women's Centre is a company limited by guarantee. Its governing documents are the company memorandum and articles of association.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2008

OBJECTS OF THE CHARITY

Footprints Women's Centre was set up for the benefit of women and children living within the Colin Neighbourhood and the surrounding catchment area. It exists to help women grow in confidence, to become more aware of their own potential and to help create a positive role model for their children. The purpose of Footprints Women's Centre is to provide quality childcare, support, education and training for women from local communities and to support social enterprise activities through the establishment and development of a trading arm which is owned by the women's centre. Footprints Women's Centre is based on a community development ethos. It is run by women for women, in a friendly and non-threatening environment, creating a space where a woman's voice can be heard.

Footprints Women's Centre has been established for 18 years and has developed a wide range of services and activities for women and their families including:-

Adult Learning providing progression routes for women returners within a training and education programme developed in line with the National Curriculum Adult Learning support services (childcare, learner support and guidance) Children's Services providing full daycare, sessional childcare for women participating within the Centre programme, after schools, and a Mum's and Kids Project providing a mother and toddler group, child development programme, information and a parenting programme.

Women's Services including advice, information, counselling referral, a drop-in facility and emotional health and well being programme; a volunteering programme and community development programme.

Management of St Luke's Parents Centre

The Refresh Healthy Living project including a healthy living programme focusing upon diet and nutrition/physical activity.

Footprints Trading Limited which currently delivers catering and daycare services, Promotion/lobbying of women's interests/issues

Cross Community projects

General resource services eg room hire, library resource facility etc.

THE ORGANISATIONAL AND DECISION MAKING STRUCTURE

The Management Committee employ the Centre Manager to overview and manage the centre and report back to the committee on daily activities and developments.

The Centre Manager leads and manages heads of departments with monthly supervision to review activities and match with the ethos of the organisation. The heads of department overview and manage each department, and staff employed therein, with a view of daily activities and services delivered.

All key areas report back to the monthly board meetings through the Director's report which summarises all key activities.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2008

PARTNERSHIPS

Footprints Women's Centre sits as representatives of local and wider partnership groups. These include Colin Neighbourhood Partnership and sub-groups, the Colin Surestart, Colin Counselling Services, the Women's Centres Regional Partnership, the Women's Support Network, the Colin Domestic Violence Forum, and South Eastern Health and Social Care Trust Childcare Partnership.

FINANCIAL REVIEW

The statements of financial activities are listed on pages 9 and 10.

CHANGES IN FIXED ASSETS

The movements in fixed assets during the year are set out in Note 10 to the accounts.

RISK MANAGEMENT

The directors have assessed the major risks to which the company is exposed in particular those risks related to the operations and finance of the company. They are satisfied that systems are in place to manage any exposure to the major risks.

DIRECTORS INTERESTS IN THE SHARES OF THE COMPANY

The company is limited by guarantee and as such no shares are issued.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2008

DIRECTORS RESPONSIBILITIES

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the income and expenditure of the company for that year.

In preparing those financial statements, the directors are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies (Northern Ireland) Order 1986. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

AUDITORS

A resolution to re-appoint the auditors, MT McLaughlin & Co, will be proposed at the annual general meeting.

17 September 2008

OF THE BOARD

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2008 <u>AUDITORS' REPORT TO THE MEMBERS OF FOOTPRINTS WOMEN'S CENTRE</u>

We have audited the financial statements on pages 9 to 22 which have been prepared under the historical cost convention.

RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND AUDITORS

This report is made solely to the company's members, as a body, in accordance with Article 243 of the Companies (Northern Ireland) Order 1986. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

As described on page 6 the company's directors are responsible for the preparation of the financial statements in accordance with applicable law and United Kingdom Accounting Standards. It is our responsibility to form an independent opinion, based on our audit, on those statements and report our opinion to you.

BASIS OF OPINION

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes an examination on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and prepared our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information on the financial statements.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2008

OPINION

In our opinion the financial statements give a true and fair view of the state of the company's affairs and those of the group as at 31 March 2008 and of its net incoming resources for the year then ended and have been properly prepared in accordance with the Companies (Northern Ireland) Order 1986.

MTMcLaughlin & Co Chartered Accountants & Registered Auditors 8 Royal Lodge Road BELFAST BT8 7UL 17 September 2008

Footprints Womens Centre

Consolidated Statement of Financial Activities For the year ended 31 March 2008

	Unrestricted Funds £	Restricted Funds £	Total funds 2008 £	Total funds 2007 £	Notes
Incoming resources Incoming resources from generated funds	196,160		196,160	169,491	
Grants & Donations	5,532	575,509	581,041	430,612	
Investment income	<u>1,187</u>		<u>1,187</u>	<u>1208</u>	
Total incoming resources	202,879	<u>575,509</u>	<u>778,388</u>	601,311	
Resources expended					
Resources expended in generating	107,309		107,309	102,024	
funds Support costs in furtherance of the objects of the group	45,655	575,241	620,896	464,583	
Governance costs	4,531	27,151	31,682	53,912	
Total resources expended	157,495	602,392	759,887	617,519	
Net movement in funds	45,384	-26,883	18,501	-16,208	5
Reconciliation of Funds	ŕ				
Total funds brought forward	87,846	683,810	771,656	787,864	
Total funds carried forward	133,230	656,927	790,157	771,656	

The above amounts relate to continuing operations of the charity.

Total recognised gains and losses

The company has no recognised gains or losses other than those included above and therefore no separate statement of total recognised gains or losses has been presented.

There is no difference between the retained surplus for the year stated above and its historical cost equivalent

The accompanying notes are an integral part of this income and expenditure account.

Footprints Womens Centre

Statement of Financial Activities For the year ended 31 March 2008 - Charity

	Unrestricted Funds £	Restricted Funds £	Total Funds 2008 £	Total Funds 2007 £	Notes
Incoming resources	2.44	4	0.241	2 965	
Incoming resources from generated	9,241	0	9,241	3,865	
funds		505 400	(00 0 <i>55</i>	500 501	
Grants & Donations	85,532	595,423	680,955	509,501	
Investment income	<u>1,179</u>	<u>0</u>	<u>1,179</u>	<u>1,197</u>	
Total incoming resources	<u>95,952</u>	<u>595,423</u>	<u>691,375</u>	<u>514,563</u>	3
Resources expended					
Support costs in furtherance of the	45,655	595,155	640,810	475,206	4
objects of the charity					
Governance costs	4,531	27,151	31,682	81,999	4
Total resources expended	<u>50,186</u>	<u>622,306</u>	<u>672,492</u>	<u>529,384</u>	
Net movement in funds	45,766	-26,883	18,883	-14,821	5
Reconciliation of Funds					
Total funds brought forward	63,793	683,810	747,603	762,425	5
Total funds carried forward	109,559	656,927	766,486	747,604	2e

The above amounts relate to continuing operations of the charity.

Total recognised gains and losses

The company has no recognised gains or losses other than those included above and therefore no separate statement of total recognised gains or losses has been presented.

There is no difference between the retained surplus for the year stated above and its historical cost equivalent

The accompanying notes are an integral part of this income and expenditure account.

Footprints Womens Centre BALANCE SHEET As at 31 March 2008

Fixed assets Tangible assets	Notes 10	Group 2008 £ 660,205	Group 2007 £ 685,886	Charity 2008 £ 654,685	Charity 2007 £ 678,526
Current assets					
Stock	11	1,158	1,362	-	_
Debtors	12	121,857	118,354	116,462	113,300
Cash at bank & in hand		<u>79,607</u>	41,838	<u>79,507</u>	41,571
Total current assets		202,622	161,554	195,969	154,871
<u>Liabilities</u> Creditors: Amounts falling due					
within one year	13	<u>72,670</u>	<u>75,784</u>	<u>84,168</u>	85,794
Net current assets		129,952	85,770	111,801	69,077
Net Assets		<u>790,157</u>	<u>771,656</u>	<u>766,486</u>	747,603
The funds of the charity:					
General funds		13,230	27,846	4,559	3,793
Designated funds		120,000	60,000	105,000	60,000
Building Reserve		120,000	00,000	102,000	00,000
Restricted funds		<u>656,927</u>	683,810	<u>656,927</u>	<u>683,810</u>
Total funds	5	<u>790,157</u>	<u>771,656</u>	766,486	747,603

These financial statements have been prepared in accordance with the special provisions of Part VIII of the Companies (Northern Ireland) Order 1986 relating to small companies.

The financial statements on pages 9 to 22 were approved by the Board of Directors on 17 September

2008 and signed on its behalf by:

Director

Director

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FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2008

The accompanying notes are an integral part of the financial statements

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2008

Notes to the financial statements

1. Footprints Womens Centre is an incorporated company limited by guarantee with charitable status.

2. PRINCIPLE ACCOUNTING POLICIES

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the company's financial statements.

a) Basis of preparation

- 1. The accounts have been prepared on an accruals basis and include income and expenditure as they are earned or incurred.
- 2. The recommendations of SORP (Accounting and Reporting by Charities) and FRSSE have been followed in the preparation of these accounts.
- 3. The accounts comply with the Companies (Northern Ireland) Order 1986.

b) Incoming resources

Grants that relate to specific capital expenditure are treated as restricted income which is credited to the Statement of Financial Activities when received/receivable. Revenue grants are credited to the Statement of Financial Activities in accordance with the terms of the grant.

Donations are included in the Statement of Financial Activities when receivable. Bank interest is accounted for on the basis of the amounts receivable.

c) Resources expended

Support costs in furtherance of the objects of the charity

This represents all expenditure directly attributable to charitable causes.

Management and administration

This includes all expenditure not directly allocated above. Overhead costs have been attributed to the management and administration of the charity.

d) Fixed assets

Fixed assets are stated at cost less accumulated depreciation. Items costing less than £200 are not capitalised. Depreciation is provided at rates calculated to write off the cost, less accumulated residual value, of each asset on a straight line basis over its estimated useful life as follows:

Buildings - 2% per annum
Fixtures & Fittings - 25% per annum
Office Equipment - 25% per annum

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2008

e) Funds Structure

The company has various types of funds for which it is responsible and which require separate disclosure. These are as follows:

Restricted funds

Income receivable which is earmarked by the donor for specific purposes. Such purposes are within the overall aims of the organisation.

Designated funds

The company may at its discretion set aside unrestricted funds for specific purposes which would otherwise form part of the general reserve of the Company. The designated funds were not available to spend as at 31 March 2008 as explained at note 5.

Unrestricted/General funds

Funds which are expendable at the discretion of the company in furtherance of the objects of the charity. In addition funds may be held in order to finance capital investment and working capital.

3. INCOMING RESOURCES

	Unrestricted Funds	Restricted Funds	Total Funds 2008	Total Funds 2007
	£	£	£	£
Generated Funds				
Miscellaneous	<u>9,241</u>	<u>0</u>	<u>9,241</u>	<u>3,865</u>
Grants & Donations				
BBC Children in Need		20,259	20,259	21,355
Bombardier		0	0	1,500
BRO		133,960	133,960	144,236
Community Investment Fund	1,392	157,940	159,332	57,250
Community volunteer scheme			0	24,738
DEL	4,140	73,327	77,467	67,282
D&LHSST		55,500	55,500	55,500
VDA		29,609	29,609	0
EH&SSB		15,923	15,923	15,923
EPF			0	-7,063
HPA		450	450	450
Lisburn Council		4,046	4,046	4,484
Lisburn Partnership		31,121	31,121	21,500
TWN		52,774	52,774	21,086
Work West			0	1,000
Footprints Trading Ltd	80,000	19,914	99,914	78,889
Miscellaneous		<u>600</u>	<u>600</u>	<u>1,371</u>
	85,532	595,423	680,955	509,501
Investment income				
Bank interest	<u>1,179</u>	<u>0</u>	1,179	<u>1,197</u>
Total Incoming Resources	<u>95,952</u>	<u>595,423</u>	<u>691,375</u>	514,563

4. RESOURCES EXPENDED

4. RESOURCES EXPENDE	Δ D			
	Unrestricted	Restricted	Total funds	Total funds
	Funds	Funds	2008	2007
Support costs in furtherance	£	£	£	£
of the objects of the charity				
Training & Education	2,638	52,121	54,759	27,297
Catering services	3,953	29,559	33,512	4,721
Women's services	3,969	9,822	13,791	15,545
Children's services	0	97,238	97,238	75,404
Children's programme	83	11,428	11,511	
Consultancy	7,581	3,160	10,741	2,467
Project Management	0	3,040	3,040	
Salaries	18,105	311,442	329,547	307,062
Pensions	1,929	17,747	19,676	28,470
Staff Training	1,138	2,260	3,398	
Staff Travel	96	747	843	1,318
Rent & rates	0	0	0	562
Light & Heat	0	10,794	10,794	
Insurance & fees	0	6,326	6,326	
Repairs	1,032	18,083	19,115	
Telephone	0	1,967	1,967	
Office supplies	296	13,633	13,929	
Advert & promotion	3,828	5,388	9,216	10,717
Office supplies	0	0	0	543
Miscellaneous	<u>1,007</u>	<u>400</u>	<u>1,407</u>	<u>1,100</u>
TOTAL	45,655	<u>595,155</u>	<u>640,810</u>	<u>475,206</u>

Tear chucu 31 March 2000	Unrestricted	Restricted	Total Funds	Total Funds
-	Funds	Funds	2008	2007
Governance costs	£	£		£
Heat, Light & rates	23		23	10,290
Insurance & fees	405		405	6,979
IIP Award	823	0	823	
Depreciation		23,841	23,841	27,821
Repairs	100		100	18,634
Telephone			0	3,181
Office supplies	336		336	12,441
Consultancy	652	0	652	20
Stlaff Training	300			
Staff Travel	667			
Wages	285			
Sundry	20			
Professional fees	723	3,274	3,997	2,463
Bank interest & charges	<u>197</u>	<u>36</u>	<u>233</u>	<u>170</u>
TOTAL	<u>4,531</u>	<u>27,151</u>	<u>31,682</u>	<u>81,999</u>
5. MOVEMENT OF FUND	S			
	As at 1 April	Transfer	Net	-1.75
	2007		movement	31-Mar-08
Designated Funds				20.000
Redundancy provision	30,000			30,000
Womens support services				10.000
& programme costs	30,000	-12,000		18,000
Finance officer		25,000		25,000
Recruitment costs		4,000		4,000
Capital Refurbishment		10,000		10,000
Overhead contingency		20,000		<u>20,000</u>
Charity Designated Fund	s 60,000	47,000	0	107,000
Non-charitable trading				
funds				
Womens support services		4		15 000
& programme costs		<u>15,000</u>		15,000
Group Designated Fund	60,000	62,000	0	122,000
General reserves				2.550
Charit	•	•		
	<u>24,053</u>			
Grou	p <u>87,846</u>	<u>0</u>	45,384	133,230

Footprints Womens Centre

Year ended 31 March 2008

Restricted Funds

The restricted funds now include a buildings reserve. This has been introduced by prior year adjustment, which recognises the transfer of the capital grant reserve which was previously included (under the traditional method of accounting for government grants) in the long term liabilities section ϵ of the balance sheet.

As at 31 March 2008 restricted funds are as follows:

Buildings reserve	654,685
Current funding	<u>2242</u>
	£656,927

6. TAXATION

No taxation charge arises as the Trust is a registered charity.

7. EMPLOYEE INFORMATION

The average number of persons (including directors) employed during the year was:

	<u>2008</u>	<u>2007</u>
	£	£
Directors	-	-
Managerial, administration	<u>36</u>	<u>35</u>
and childcare		

The aggregate payroll costs of these persons were as follows:

	<u>2008</u>	<u>2007</u>
	£	£
Wages and salaries	307,465	283,951
Social security costs	22,367	23,111
Pension costs	<u>19,676</u>	<u>28,470</u>
	<u>349,508</u>	335,532

One director received wages totalling £27 (2007 £185) and four received volunteer expenses of £697 in total (2007 £233) during the year. No employees received emoluments above £50,000.

'8. INTEREST PAYABLE AND SIMILAR CHARGES

	<u>2008</u>	<u>2007</u>
	£	£
On bank overdraft	2	34

9. NET MOVEMENT IN FUNDS FOR THE YEAR

	<u>2008</u>	<u>2007</u>
	£	£
Net movement in funds for the		
year is stated after charging:		
Depreciation	23,841	27,821
Auditors' remuneration	2,616	2,463

10. TANGIBLE FIXED ASSETS

Group

	<u>Premises</u>	Office Equipment	<u>Fixtures &</u> Fittings	<u>Total</u>
	£	£	£	£
COST				
At 1 April 2007	730,202	197,630	43,538	971,370
Additions			<u> </u>	
At 31 March 2008	730,202	197,630	43,538	971,370
DEPRECIATION				
At 1 April 2007	96,329	146,559	42,596	285,484
Charge for the year	12,677	12,768	<u>236</u>	<u>25,681</u>
At 31 March 2008	109,006	<u>159,327</u>	42,832	<u>311,165</u>
NET BOOK VALUE				
At 1 April 2007	<u>633,873</u>	51,071	942	685,886
At 31 March 2008	<u>621,196</u>	38,303	<u>707</u>	660,205

Com	pan	у
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• •			<u>Fixtures &</u> Fittings	<u>Total</u>
	£	£	£	£
COST				
At 1 April 2007	730,202	172,778	43,539	946,519
Additions		<u> </u>		
At 31 March 2008	<u>730,202</u>	<u>172,778</u>	43,539	<u>946,519</u>
DEPRECIATION				
At 1 April 2007	96,329	129,067	42,597	267,993
Charge for the year	<u>12,677</u>	<u>10,928</u>	<u>236</u>	23,841
At 31 March 2008	<u>109,006</u>	<u>139,995</u>	42,833	<u>291,834</u>
NET BOOK VALUE				
At 1 April 2007	<u>633,873</u>	<u>43,711</u>	<u>942</u>	<u>678,526</u>
At 31 March 2008	<u>621,196</u>	<u>32,783</u>	<u>707</u>	<u>654,685</u>
11. STOCK				
Materials		<u>2008</u>	<u>2007</u>	
Group		1,158	1,362	
Company		-	-	
12. SUNDRY DEBTORS AND PREPAYMENTS				
		<u>2008</u>	2007	
Group		£	£	
Grants		116,462	113,300	
Trade debtors		<u>5,395</u>	<u>5,054</u>	
		<u>121,857</u>	<u>118,354</u>	

	<u>2008</u>	<u>2007</u>
Company	£	£
Belfast Regeneration Office	30,263	38,622
Community Investment Fund	35,345	34,697
DEL	17,264	29,210
Lisburn H&SCG		
Lisburn Partnership	31,121	
Playboard		
TWN	530	340
Volunteer Development	<u>1,939</u>	<u>10431</u>
Agency		
5 .	<u>116,462</u>	<u>113,300</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	<u>2008</u>	<u>2007</u>
	£	£
Group		
Bank overdraft	22,148	13,980
Deferred income (note 14)	45,000	55,500
Accruals	<u>5,522</u>	<u>6,304</u>
	<u>72,670</u>	<u>75,784</u>
Company		
Bank overdraft	18,348	13,980
Deferred income	45,000	55,500
Footprints Trading Ltd	16,724	11,000
Other creditors and accruals	<u>4,096</u>	<u>5,314</u>
	<u>84,168</u>	<u>85,794</u>

14. DEFERRED INCOME

The deferred income included within "Creditors: amounts falling due within one year, arises due to income being received in the year which relates to a future accounting period. The income will be released to the Statement of financial activities in the period to which it relates.

15. LIABILITY OF MEMBERS

The company is limited by guarantee and therefore does not have a share capital. The amount of each member is limited to an amount not exceeding £1.

16. GROUP ACCOUNTS

The company controls Footprints Trading Ltd, a company limited by guarantee and therefore consolidated financial statements have been prepared.